

General Policies:

news@afrl is published quarterly by the Office of Public Affairs of the Headquarters Air Force Research Laboratory. Contact the office at AFRL/PA 1864 Fourth St. Ste. 1, Wright-Patterson AFB, Ohio, 45433-7131, (937) 656-9010/9876, or send e-mail to AFRL.PA@afrl.af.mil. Contents of this newsletter are not necessarily the official views of, or are endorsed by, the U.S. Government, the Department of Defense or the Department of the Air Force. The editorial content is edited, prepared and provided by this office. Photographs are official U.S. Air Force photos unless otherwise indicated.

Submission Guidelines:

Press releases, photos and story ideas that are targeted towards the AFRL internal audience are strongly encouraged. All submissions may be sent by E-mail to Timothy.Anderl@afrl.af.mil. Length and style may vary as is appropriate for each section of the newsletter. All stories must be cleared for public release at each of the directorates before it is submitted to AFRL/PA. All writing should be contiguous with the Associated Press style guide.

Please try to submit any photos in TIF and GIF format as JPEGs often lose memory or are altered when resizing for publication.

Articles intended for the “Features” section should be at least one page in length and may or may not include a photo or artist’s concept, though stand-alone photos that include a caption will also be considered for the Features section as well. All feature articles should include a solid and timely news pegs, quotes from reliable sources and focus on a subject of interest to the internal audience.

“Lab Laurel” articles may vary in length from half a page to a page and a half. These articles should address the receipt of honors by any AFRL staff. Pictures and quotes are also strongly encouraged. Exceptions to the length requirement will be made for submissions that cover a series of

awards in one press release.

Articles intended for the “Roundups” section should feature contracts which are given to outside industry or academic researchers or organizations. These articles should feature contracts of a significant dollar amount setermined by AFRL/PA and should briefly detail the technologies that will be developed or benefit from the contracts.

All “Columns” and “TD Spotlights” should be coordinated through AFRL/PA. Columns will run about one page in length and spotlights can vary between one and three pages. Spotlights should be accompanied by photos and captions.

Any final style, editing or layout decisions will be made by the acting chief of AFRL Public Affairs. Any questions about the submission guidelines can be submitted to Timothy.Anderl@afrl.af.mil.